

ADMINISTRATIVE - INTERNAL USE ONLY

15 November 1978

MEMORANDUM FOR: Chief, Industrial Security Branch

STATINTL FROM:

Chief, Security Staff, OL

SUBJECT: Industrial Security Officers' Training Course

1. This Staff has reviewed the curriculum of the subject course and we are of the opinion that the content should serve to achieve the intended objective. However, we would like to share with you some observations which you may wish to consider.

2. Generally, the subject matter is well organized except in one respect. The Security Audit topics are covered in part over an expanse of several days. Perhaps this material could be better covered on one day and that immediately prior to the Practice Exercise. Some consideration might also be given to having the Technical Security instruction, i.e., safes, alarms, destruction devices, document control, etc., precede the Security Audit courses.

3. With respect to the Technical Security subjects, the emphasis might be placed on the types of equipment which are available in the market and which meet Office of Security specifications. The value to the Industrial Security Officer lies in knowing the general use and suitability of the equipment rather than detailed knowledge as to how it functions. If possible, a handout listing the various name brands and models of the equipment might be made available.

Yes - spot on what will be done!

4. We note the heavy "Mission" orientation of the presentations listed for Day 1 and the absence anywhere in the curriculum of any discussion of the "role" of the Industrial Security Officer. The importance of the ISO as an Instructor and Guide (to both Contractors and COTRs) and as an Inspector and Reporter should not be overlooked. We detect that the role of the ISO assigned to the respective security staffs of OD&E and OL and the Contract Teams is markedly different from that of the ISB officer. Perhaps the course should cater more to the former. The ISO's

Day 3 is OL's show can "pitch" it as recommended here if they like!

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function as a reporter would also suggest that consideration might also be given to some course coverage of the reporting format to be utilized in connection with Contractor Facility Inspections (or Audits) with the intention of ultimately developing more uniformity within the Industrial Security Program.

5. Although we anticipate the assignment of additional officers to this Staff ([REDACTED]) in the very near future, it is difficult to predict their availability at this time. It would be our desire that all ISOs assigned to the Staff and the Contract Teams eventually attend. For the first run of the course, we estimate three to five officers could be made available.

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